



Financial Services Department

Memorandum

To: Honorable Mayor Maso and City Council Members

Thru: George Purefoy, City Manager
Nell Lange, Assistant City Manager

From: Anita Cothran, Director of Finance
Matthew Freeman, Municipal Court Administrator

Date: May 10, 2010

Subject: Consider and Act Upon a Resolution Authorizing the City Manager to Execute an Interlocal Agreement between the City of Frisco and the Town of Prosper for Municipal Court Clerk Staffing Services

Action Requested: City Council approval of a resolution authorizing the City Manager to execute an interlocal agreement between the City of Frisco and the Town of Prosper for Municipal Court Clerk Staffing Services.

Background Information: The Town of Prosper requested qualified staff assistance to cover their Municipal Court operations during staff vacation time this summer. Prosper currently has only one court clerk. They are trying to train others to help cover in court operations, but asked if we could help in the short term for coverage. We determined that we could offer this service. The Town Manager will coordinate scheduling with our Municipal Court Administrator to insure that city staff will be available and our customer service levels will not be negatively impacted. The agreement covers a period of approximately 18 months, through December 31, 2011.

Alternatives: City Council could choose not to approve the agreement.

Financial Considerations: The City of Frisco will bill the Town of Prosper \$22.57 per hour plus travel expenses. This is the mid-range for our Deputy Court Clerks plus benefits.

Legal Review: The City Attorney wrote the agreement.

Supporting Documents: Resolution and Agreement.